

Mr. Dulles: Approved For Release 2003/06/18 : CIA-RDP80B01006R0002700080008-9

This is to remind that you wish to discuss briefings for Mr. McCone during the week of 23 October and possibly extending over to 30 and 31 October if necessary. It was your thought to leave for the European trip on or about the 1st or 2nd of November.

You are planning to give Mr. McCone a short briefing on the overall organization of the Agency (to include the Director's Office -- I am preparing a memo on this for you), using the chart with the personnel figures. This is to be followed by briefings from the DD/P, DD/I, DD/S, IG, and

25X1

We need to (1) allot dates for the above-mentioned briefings and (2) obtain for your approval briefing agenda. When this is finally approved, a memo will be prepared for Mr. McCone's consideration.

In addition to the above, the following "reading papers" will be ready upon Mr. McCone's arrival: (1) a book of NSCID's, less 5412 which will be provided him "by hand"; (2) a book of DCID's; (3) a book containing Public Laws affecting the Agency; (4) a book of clippings on his appointment; (5) FBIS report on Communist comment on the appointment of a new Director of CIA.